



CHARLOTTE-MECKLENBURG POLICE DEPARTMENT

~PASSENGER VEHICLES for HIRE UNIT~

DRIVER PERMIT (RENEWAL or TRANSFER/ADD CO.) CHECKLIST

Company Owner or Representative must schedule the appointment. Submit a completed application and the following payments and enclosures. **Incomplete Applications, Documents or Enclosures will not be accepted.**

1. **\$75 Renewal Fee (Includes application and permit fee) or \$60 Transfer / Add / Replace / Duplicate Fee (NONREFUNDABLE) (Cash, Money Order, or Company Check ONLY)**
2. **Driver Permit Renewal/Transfer/Add Application** (completed, signed, and dated). Document cannot be over 30 days old.
3. **Your Old (current or expired) Permit**
4. **Driver's License** (North or South Carolina)
5. **Immigration Documents** (Certificate of Naturalization, Passports with INS 551 Stamps, I-9 Card with necessary work authorization stamp, Employment Authorization Card or Permanent Resident Card (Green Card).)
6. Verification of passing a **10-panel drug test with Creatinine level included**. You may obtain your drug test at one of the following locations: **Note** Drug test will only be accepted if the applicant has successfully passed the drug test within 14 days of submitting an application. **** No renewal permit will be issued without a valid drug test**** ****Drug test NOT required for Transfer or Add/Change Co.****

Global Lab Solutions (1100 S. Mint Street, Ste. 115, Charlotte)
Onsite Drug and Alcohol Testing (4016 Wilkinson Blvd Suite D, Charlotte)
Concentra Drug Testing Facilities (throughout Charlotte and the surrounding area)

Driver permits expire annually on your birth date and can be renewed up to 30 days prior to expiration.

The Passenger Vehicle for Hire Office conducts all business by appointment ONLY.

Monday - Thursday, 8:00AM -11:00AM, and 1:00PM - 4:00PM,

Friday 8:00AM -11:00AM

AJ Weckenman- 704-432-5132; Dee Wallace- 704-432-5130; Jay Mitchell 704-432-5139; KimAnnette Smith 704-432-5140

For additional information go to the PVH web site: <http://charmeck.org/city/charlotte/CMPD/response-areas/SpecialEvents/TaxiandPassengerVehiclesforHire/Pages/default.aspx>

(Rev. 01/2017)



CHARLOTTE-MECKLENBURG POLICE DEPARTMENT

~PASSENGER VEHICLES for HIRE UNIT~

APPLICATION

(Driver Renewal or Transfer/Add Company)

APPLICANT NAME:		Driver License No. & state		Birth Date:	
Street Address:		City:		State: Zip:	
Home Telephone:		Work Telephone:		Mobile Telephone:	
NAME OF COMPANY AFFILIATION:					
Company Contact Person: (Required to sign and date below)				Telephone:	
APPLICATION TYPE					
Check One:		<input type="radio"/> Renewal <input type="radio"/> Transfer/Add Company			
Check One:		<input type="radio"/> Taxi <input type="radio"/> Limousine <input type="radio"/> Limousine-Sedan <input type="radio"/> Contract <input type="radio"/> Shuttle Van <input type="radio"/> Para-Transit			
Notes: 1. Operation of a passenger vehicle for hire in the City of Charlotte is governed by Chapter 22 of the Charlotte City Code. Applicants shall read and understand all requirements contained in Chapter 22 prior to applying for a Drivers permit. 2. All applications for a Driver or Chauffeur Permit are to be signed by the driver applicant and the Company Contact Person.					
Criminal History					
List ALL! (Start with most recent) ANY KIND OF CITATIONS, Traffic Citations, arrests, convictions, incarcerations, and probationary sentences since your last permit transaction. Attach a separate sheet if necessary to provide full documentation of past criminal activity, INCLUDING ALL OUT-OF-STATE criminal activity.)					
Charge		Date		Location (City and State)	
				Disposition (Guilty/Not Guilty/Dismissed)	
Personal/Physical/Medical Information					
Hair Color		Height		Weight	
Do you have 20/20 eyesight and not suffer from epilepsy, heart disease or any other physical or mental condition? <input type="radio"/> Yes <input type="radio"/> No					
Are you addicted to the use of alcoholic beverages or controlled substances? <input type="radio"/> Yes <input type="radio"/> No					
Emergency Contact Information					
(Person you want to have contacted in the event of an emergency.)					
Name of Contact:		Address (Street/City/State/Zip):			Telephone:
Certification and Authorization					
We, the undersigned driver applicant and company owner/representative, certify that we submit this application in accordance with the provisions reflected in Chapter 22 of the Charlotte Code, the "Passenger Vehicles for Hire" ordinance. We further certify that: We are currently in compliance and will continue to comply with all requirements contained in the Passenger Vehicle for Hire Ordinance. All information contained in this application, including all attachments, is true, accurate and complete to the best of our knowledge. We understand that submitting false, incomplete, or misleading information in the application is unlawful, and shall be grounds for denial, suspension or revocation of this driver permit. The Company Operating Certificate holder further certifies that this driver applicant has completed a driver training course, either administered by the City of Charlotte, or by the Company Operating Certificate holder itself, and can provide proof of such completion.					
DRIVER OR CHAUFFEUR			COMPANY OWNER/REPRESENTATIVE		
Print Name: _____			Print Name: _____		
Signature: _____			Signature: _____		
Date: _____			Date: _____		

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